

**POCATELLO DEVELOPMENT AUTHORITY
BOARD OF COMMISSIONERS MEETING**

**Pocatello City Hall
Centennial Conference Room**

**August 20, 2003
11:00 a.m. – 12:30 p.m.**

PRESENT Terry Brower, Steve Brown, Roger Chase, Jim Guthrie, Harry Neuhardt, John Ricks, and Dan Schroeder
Executive Director Burstedt

ABSENT Darsi Johnson

STAFF Tim Tingey, Dean Tranmer, and Greg Lanning

Chairman Harry Neuhardt called the meeting to order and determined that a quorum was present. Charlene DeWall acted as recording secretary for the meeting.

Mike Ponkow was acknowledged as being a guest of the board. Mitch Greer, Jerry Meyers, and Jim Jenkins were also in attendance to participate in today's meeting.

PROPOSED AGENDA

The Board of Directors were asked for any additions to, or deletions from, today's board meeting agenda. Mr. Burstedt asked that two items be added: (1) report on the TIF base value question from the July meeting, and (2) a discussion regarding the Center 151 building. With these items added under Discussion Items, the meeting continued.

APPROVAL OF MINUTES

Minutes from the regular monthly board meeting held July 16, 2003, were sent to the Commissioners prior to today's meeting. The board members were asked for a motion to approve the minutes. It was motioned by Roger Chase, and seconded by Dan Schroeder, to accept the minutes as presented. The motion carried by unanimous vote.

FINANCIAL REPORT

A breakdown for the cash budget for July was sent to the Commissioners last week. All income in the Districts was received as County tax dollars. Interest Income for the month was \$450.90.

Expenses include dollars transferred to the Trustee in the Newtown, Alvin Ricken, Old Town, North Main, and Central Corridor Districts. A total of \$224,049.80 was paid out in the Roosevelt District, and \$3,301.63 was spent out of the General Fund for PDA lunches, and the 2nd qtr. admin. fee. A motion to approve the July financial report was received from Dan Schroeder, with a second by John Ricks. The motion carried by unanimous vote.

NEWTOWN DISTRICT

The Commissioners were asked to approve Requisition #E-29 for \$20,000. This amount was previously approved as administrative funds made part of the Newtown District bond documents.

A motion approving Requisition #E-29 was received from Roger Chase, with Dan Schroeder seconding. The motion passed by unanimous vote.

OLD TOWN POCATELLO

Chairman Neuhardt asked Mayor Chase to update the Commissioners with the suggested additions to the project from the City's standpoint. It was his suggestion that the PDA Board consider delaying portions of the revitalization project to allow the City time to complete waterline and sewer line construction, in order to make needed upgrades prior to the completion of the new street paving, curbs, and gutters, as planned for in this project. A funding partnership between the City and PDA will be used to achieved these utility upgrades.

A project update was given by Jim Jenkins. He reviewed how the project would overlay with the City's planned construction, thus eliminating the need to destroy new pavement, etc. in the future. The architects will work with City staff to determine which portions of the project will need to be delayed and prepare a comprehensive plan to be presented at next month's meeting. However, it is anticipated that the portions of the revitalization project that overlays the City's construction would primarily be on Main and Arthur. This portion of the project is planned for spring.

It was suggested by Chairman Neuhardt that a special "one-subject" meeting be scheduled for September 3 at 11 a.m. to discuss the changes to the OTP project. At this meeting, it was suggested that discussions include the amount of cash flow needed by both PDA and the City.

A motion was received from Roger Chase to approve payment of Requisition #E-30 in the amount of \$19,767.85, for work done to-date by the architect in connection with this project. A second to the motion was received from Dan Schroeder, which passed by unanimous vote.

A motion to approve Requisition #E-31 in the amount of \$97,400, for reimbursement to the City of Pocatello for the cost of lights purchased as part of this project, was made by Steve Brown, with Dan Schroeder seconding. The motion passed by unanimous vote.

ROOSEVELT DISTRICT

The Commissioners were asked to approve a Phase 1, Pay Request #3 to Kiggin's Construction in the amount of \$97,911.75. Mitch Greer of RMES reported on the failed concrete strength tests in connection with the work done by this contractor. He stated that any penalties to the contractor can be paid from the contract retainage amount. The pay request is for work completed by the contractor on Phase 1. A motion to approve this pay request was received by Roger Chase, with a second from Dan Schroeder. The motion passed by unanimous vote.

A Phase II, Pay Request #3 to Holm Construction in the amount of \$52,169.72 was presented for consideration. Mitch Greer of RMES reported on the work which has been completed by

this contractor. It was his recommendation that this pay request be approved as it is for work completed by the contractor. A motion approving payment of the pay request was received from Roger Chase, with Terry Brower seconding. The motion passed by unanimous vote.

Mitch reported that both contractors have been issued a punch list for the project. These items are scheduled for completion by Friday, August 22, allowing for final pay requests to be presented at the PDA's September board meeting.

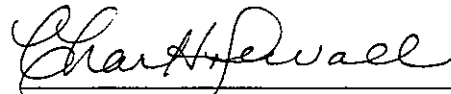
A question was asked regarding the improvement to the corner of Jefferson/Oak in front of the Common Cents. Mitch stated that the franchise owner didn't want the improvement. Mitch has issued a letter removing this portion of the project from Kiggin's contract. This improvement may be done at a later time if an agreement can be made with the franchise owner in Texas, as discussions with him continue.

DISCUSSION ITEMS

Ray took this time to update the Commissioners about Teleperformance USA's contract with Sprint. This will mean an additional 600 employees, which poses a parking problem at the Center 151 building. He stated that an agreement has been made with ISU to allow the employees to park on the north end of Holt arena's parking lot and a public transportation bus has been provided by the City to transfer them to the Center 151 building. This will allow for a short-term fix to the problem but he asked that the Commissioners consider purchasing the "Volkswagen graveyard" property and turning it into available parking. An appraisal of the property is currently being prepared and may be available next week. It is anticipated that the cost of the entire area will be between \$200,000-300,000. There may be some available CDBG funds to use for the property purchase. More will be discussed regarding this project once the appraisal is received.

Ray reported that he spoke with Allen Dornfest, the state's attorney in Boise, regarding a question at the July meeting about TIF base values. He said that the current urban renewal law restricts inflation adjustments to the base value. He went on to state that if the City purchased property within an urban renewal area, the base assessment would decrease. If the City sold property located within an urban renewal area, the base assessment would increase. It would require a statute change to Idaho Code 50-2903 to modify this base assessment policy.

The meeting adjourned at 12:20 p.m. The next regular board meeting is scheduled for **September 17, 2003.**



Charlene H. DeWall
Secretary for the Meeting